



*Since*

OC M79-235  
19 APR 1979

MEMORANDUM FOR: Executive Officer to the DDA

25X1 FROM :   
Deputy Director of Communications

SUBJECT : Realignment of OC Component Document  
Control Officers (OC-CDCOs) in the  
Headquarters Building

REFERENCES : A. OC M78-654, dtd 5 September 1978  
B. OC M78-672, dtd 13 September 1978

1. The Office of Communications must ensure that a CDCO is available in the Headquarters Signal Center on a 24-hour basis to facilitate the rapid restoration of Headquarters area cryptographically protected voice and data circuits. The three Chief Watch Officers on rotating shifts presently have CDCO credentials; however, to cover periods of illness, scheduled annual leave, etc., the Deputy Chief Watch Officers should also have CDCO credentials.

25X1 2. If 24-hour CDCO service is assured in the Headquarters Signal Center, personnel assigned to the various staffs and branches  located nearby could make use of this service as well. An overall reduction in the number of OC-CDCOs in the Headquarters Building could be accommodated by realignment and centralization of CDCO services.

3. Accordingly, we request the following changes be made to the list of OC-CDCOs to accomplish centralization of service:

Add:

WARNING NOTICE--INTELLIGENCE  
SOURCES AND METHODS INVOLVED

CONFIDENTIAL

SUBJECT: Realignment of OC Component Document Control  
Officers (OC-CDCOs) in the Headquarters Building

Delete:



25X

CONFIDENTIAL

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Realignment of OC Component Document Control Officers

FROM:

OC

EXTENSION

NO.

DD/A Registry

DATE

File Communication

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. Executive Officer/DDA

APPROVED:

2.

3.

Building Security Branch

1 E 20

for action.

4.

5.

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15.

DD/A Registry  
79-1407